



TOWN OF WEST HARTFORD

Community Planning & Physical Services Committee
Town Hall, 50 South Main Street, Room 312

May 16, 2018

8:00 AM

Minutes

In attendance: Ben Wenograd, Chris Barnes (phone), Dallas Dodge (phone), Shari Cantor, Beth Kerrigan, Matt Hart, Kimberly Boneham, John Phillips, Kristen Gorski, Todd Dumais, Duane Martin and Mark McGovern.

1. Call to Order: 8:07 am
2. Communications – Minutes 3.28.18
3. Staff Reports/Communications
 - a. Public Works – John Phillips reported that DPW is busy with maintenance requirements. The last week of yard waste collection was successful (900 cubic yards).
 - b. Community Development – Duane Martin updated the committee on the Park Road/84 Project which has ramped up considerably. Some future night work may be needed. CNG is working in the project area. They are abandoning a gas line. Round 1 of milling and paving and street reconstruction is underway. Engineering is in contact with the City of Hartford regarding unmaintained catch basins in Elizabeth Park, which appears to be the predominant factor in the significant street flooding on April 16th in the surrounding neighborhood.

Todd Dumais noted the RFP for consulting services to update the Plan of Conservation and Development is out and due next week with the intent to have work underway by July 1st.

Matt Hart noted that staff intends on piloting new parking regulations in some areas around the center to address nuisance issues. Details to be provided at the June meeting.

4. Business Items:
 - a. Fracking Waste Ordinance- Mr. Hart reported that proposed legislation was not approved by the legislature this session and no new regulations have been issued by DEEP so the current moratorium on the use of fracking material remains in place. Town staff is tracking state action to avoid a duplicative local ordinance. The Town could also regulate via policy statement and contract requirements.

Shari Cantor noted CCM is also evaluating. There are many issues to consider, including impacts on economic development. A better understanding of the material and what it is used in must be reached.

Ben Wenograd open the floor for comments/questions from the public and the issue of staff expertise on fracking material was required or not. Mr. Dodge noted DEEP has the expertise and so this could be a more appropriate issue for the State to regulate.

- b. Amendment to the Entertainment Ordinance– Mr. Dumais noted this item was last addressed in February. Proposed revisions include new and revised definitions and a requirement that establishments have the required parking on site or be within 500 feet of a municipal parking facility.

Staff distributed the requested research showing 153 establishments in town and whether each had an entertainment license and had or were within 500 feet of a municipal parking facility. The majority of those establishments (14) that didn't have or weren't near parking were on Park Road and one currently had a license. These restaurants pre-dated the zoning requirements for parking.

Questions were asked and answered regarding the ordinance provisions. Staff was directed to reach out to these restaurants regarding the proposed changes to the ordinance.

The committee unanimously approved sending the proposed revisions to the first Council meeting in June.

- c. Accessory Dwelling Units (ADU)– Mr. Wenograd asked that this item be placed on the agenda and a South Windsor ordinance and AARP executive summary were included in the meeting materials. ADU's are a housing approach that would let seniors age in place.

Mr. Dumais reviewed the current provisions of the Town Code that permit ADU's. Caretaker cottages are allowed for on-site staff and units are permitted in all residential zones where lots are at least twice the size of minimum sized lots. Mr. Dumais also reviewed an infographic with pros and cons of ADU's. The committee discussed issues such as parking requirements, impervious surface impacts, lot sizes/widths in town, future uses of ADU's, owner occupancy requirements, building code requirements and demand for units. The committee decided to continue researching the issue.

- d. Illicit Discharge Detection and Elimination (IDDE) Ordinance – Kimberly Boneham distributed a draft ordinance that establishes authority for inspection, monitoring and enforcement of illicit and prohibited discharges into the storm water system. The draft utilizes a model being used many communities under the States mandated MS4 Permit. Municipalities are required to have this authority established by July 1, 2018.

DPW, Engineering, Planning & Zoning and the Health District will all have a role in enforcement. Questions were asked and answered regarding MS4 permit

requirements. Contamination may be discovered through required testing, catch basin cleaning, resident complaints, etc. It will be the Town's obligation to find the origin of contamination and cease it through enforcement.

The committee agreed to receive the proposed ordinance on suspense at the May 22nd Council meeting and set for public hearing.

- e. Amendment to Food Truck Ordinance – Staff reported that, to date, the Town has received no applications for on-street vending or for a food truck park. Several permits/licenses have been issued for vending as an accessory use on a private property, mostly at New Park Brewing.

Proposed amendments take the Police Department out of the licensing process for Food Truck permits on private property and point to the Health District. The committee agreed to receive the ordinance at the first June meeting.

- 5. Adjournment: 9:25 am